

**City Council of the City of New Castle**  
**Special Council Meeting at Town Hall**  
**201 Delaware Street – New Castle**  
**Tuesday – February 4, 2014 – 1:00 p.m.**

An Executive Session to discuss several applicants' qualifications to hold the position of police chief in the City of New Castle was held until approximately 1:45, at that time the Executive Session was adjourned and an open Council Session was called to order.

**Call to order:** 2:05 p.m.

Council President Ratchford called the open portion of the meeting to order stating that Council would discuss the Police Chief selection process, and possibly entertain a motion and make a decision on hiring a new Police Chief.

**Roll Call:**

Councilperson Megginson  
Councilperson Cochran  
Council President Ratchford  
Councilperson Petty  
Councilperson Vannucci

Also present:

Donald Reese, Mayor  
William Barthel, City Administrator  
Daniel Losco, City Solicitor

Commenting briefly on the process, President Ratchford explained that Council had engaged a consultant to help with the process of hiring a new Police Chief. Jim Nolan was engaged and he subsequently interviewed Council members to establish what qualifications were desired in terms the position.

Council had established a pre-selection committee composed of City Administrator William Barthel, Councilperson Megginson, and consultant Jim Nolan to recommend candidates for consideration.

Council reviewed the list of possible candidates and interviewed four candidates for the position of Police Chief. President Ratchford added that there was also discussion on the importance of this role for the City, and the characteristics Council was looking for in the new Police Chief.

President Ratchford opened the floor for comments, noting that the candidates would be referred to by assigned numbers; therefore if a decision was made at the meeting there would be ample time to contact the candidate and confirm their interest.

Councilperson Vannucci made a motion to endorse Candidate #3, noting that after reviewing #3's record and qualifications this candidate really stood out, he had experience in the roll of Chief, along with a strong background with budgets and grants. He has also shown he works well in a municipality as well as with the public. Councilperson Vannucci stated, for that reason he felt he would be the best fit.

President Ratchford called for a second, Councilperson Cochran seconded the motion.

Before the vote President Ratchford asked for any further discussion on any of the candidates that were interviewed, also on what qualifications Council was looking for in their choice for the new Police Chief.

Councilperson Megginson noted that it had been a lengthy process to get to this point. Council received more than 50 applications, with the committee bringing the top four candidates back to Council for consideration. All four candidates had outstanding resumes each had unique qualifications and they all possess the capability to do the job. Councilperson Megginson added that Candidate # 3 did seem to be the stand out, but Candidate #4 also stood out. Candidates 1 & 2 were also strong, he added that Council was lucky to have such a strong field to choose from.

Councilperson Cochran stated that his reason for seconding the motion to select Candidate #3 was that, as noted, he does stand out. He has a strong personality, and has experience in the Chief position as well as grant writing experience. He has built connections throughout the State. Councilperson Cochran ended by saying he felt Candidate #3 was a good fit for the City of New Castle.

President Ratchford stated that Council was very fortunate to have had four strong candidates. In terms of the qualities Council was looking for, they had identified leadership, administrative ability, understanding goals, reporting, budget and planning, organizing, staffing, managing the department, directing patrols, community relations, and the ability to serve New Castle City residents. President Ratchford added that she felt this was the most important criteria, the ability to serve our citizens.

President Ratchford continued saying that although the four candidates were all strong, there are certain skills that certain candidates have that would lend themselves to providing the leadership to take us forward. Specifically, having connections across the State with other law enforcement agencies, having experience in a leadership position, and being very expert at constituent relations; experience in all these areas is very important. President Ratchford asked for any additional comments.

Councilperson Petty commented on Candidate #1, saying she felt that he, like the other candidates was very qualified, but he stands out because he is already serving the City of New Castle. He has an impeccable record; he has made a real difference in the City in his time working here. He knows the City and what Council is looking for in a Police Chief. He has grant writing experience, and has helped with the community activities and policing. Councilperson Petty ended saying she felt he would make a good Chief of Police.

President Ratchford asked for any additional comments, there being none called for a vote, saying there was a motion and second on the floor for Candidate #3. The motion passed unanimously.

Daniel Losco, City Solicitor asked for confirmation that the vote had been unanimous; Council agreed that it had been unanimous.

President Ratchford stated that Council had selected a candidate for the position of Police Chief, and they will ask the City Administrator to contact this individual and confirm that this person will take the job. He will also contact the other candidates and thank them for being willing to step up serve the community, they all had outstanding qualifications, and they all were considered. Council very much appreciated their service in being a part of this process.

**The motion to adjourn** was made by Councilperson Vannucci, seconded by Councilperson Cochran and passed unanimously. Council adjourned at 2:14 p.m.

Respectfully submitted,

Kimberly Burgmuller, Council Secretary